**Cyber Security Incident Form Checklist**

**Last Update Status:** *Updated October 2022*

 **Free Use Disclaimer:** *This policy was created by or for the SANS Institute for the Internet community. All or parts of this policy can be freely used for your organization. There is no prior approval required. If you would like to contribute a new policy or updated version of this policy, please send email to* *policy-resources@sans.org**.*

**Incident Name:**

|  |  |  |  |
| --- | --- | --- | --- |
| **Form** | **Completed** | **Date Completed** | **Initials** |
| **1. Incident Contact List** | * **YES • NO**
 |  |  |
| **2. Incident Identification** | * **YES • NO**
 |  |  |
| **-General Information** | * **YES • NO**
 |  |  |
| **-Incident Summary** | * **YES • NO**
 |  |  |
| **3. Incident Initial System Triage** | * **YES • NO**
 |  |  |
| **4. Incident Containment** | * **YES • NO**
 |  |  |
| **5. Incident Recovery** | * **YES • NO**
 |  |  |
| **6. Incident Communication Log** | * **YES • NO**
 |  |  |